

State of Texas  
County of Tarrant  
City of Grapevine

The Board of Commissioners of the Grapevine Housing Authority met in Regular Session on this the 27th day of August 2015 in the Conference Room of Grapevine Housing Authority, with the following members present to wit:

Jane Everett	Chair
Randy Bacon	Vice Chair/Finance Officer
Karen Rice	Commissioner
Linda Troeger	Commissioner

Constituting a quorum, with the following also present:

Debra Wells	Executive Director
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### **CALL TO ORDER**

Chairman Everett called the meeting to order at 4:30 p.m.

### **CITIZEN COMMENTS**

No citizen comment

### **REPORT OF THE EXECUTIVE DIRECTOR (INFORMATIONAL ONLY)**

#### **Item #1. Rent Delinquency and Information Sheet**

The Executive Director reported to the Board on the rent delinquencies, number of empty units, work orders and statistical information for the waiting list for Public Housing through August 27, 2015. Also reported was the statistical information for the Section 8 Voucher Program including number of Vouchers leased up, cost per voucher, number of applications on the waiting list, and the Portability and Receipts report. Portability accounts receivables aging report included.

#### **Item #2 Capital Funds Report and work in progress**

The Board was provided with the monthly Capital Funds Report including on going projects.

Item #3      Report of Public Housing and Section 8 activity and issues

The Board was provided with a report of activity and issues through August 2015.

Item #4      Minutes from the Resident Advisory Board held on August 14, 2015

The Board was presented with minutes from the Resident Advisory Board Meeting held on August 14, 2015.

Item #5      Update on meeting with HUD regarding voucher transfer for January 1, 2016.

The Board was provided with an update regarding a meeting with HUD to discuss the voluntary transfer of the HCV program effective January 1, 2016. HUD staff discussed the timeline of the transfer and answered a list of questions presented for clarification by housing staff. HUD informed the group that a decision has not been made as to which PHA would receive the vouchers; however an email was received this week indicating Tarrant County will be the Receiving PHA.

**NEW BUSINESS**

Item #1      Election of Officers and Ex Officio member to the Senior Advisory Board

Commissioner Everett was nominated to continue as chair and Commissioner Bacon as vice chair and financial officer. Commissioner Rice volunteered to fill the Ex Officio member position to the Senior Advisory Board.

Commissioner Rice moved and Commissioner Bacon second to elect by acclamation the officers and Ex Officio member.

Ayes:            Everett, Bacon, Rice and Toeger  
Nays:            None  
Absent:          Rushing

Motion passed.

Item #2      Consideration of minutes from the June 25, 2015 Board Meeting

The Board was presented with the minutes from the June 25, 2015 board meeting for approval. There were two corrections noted in Item #4.

Commissioner Bacon moved and Commissioner Troeger seconded to accept the minutes as amended.

Ayes: Everett, Bacon, Rice & Troeger  
Nays: None  
Absent: Rushing

Motion passed.

Item #3 Consideration and approval of proposal from Dennis Electric Company to install fans in the family units.

The Board was presented with proposals from three electrical companies. Dennis Electric was the most reasonable and acceptable proposal.

Commissioner Rice moved and Commissioner Rushing seconded a motion to accept the proposal by Dennis Electric to install ceiling fans in the family units.

Ayes: Everett, Bacon, Rice & Troeger  
Nays: None  
Absent: Rushing

Motion passed

Item #4 Consideration and approval of proposal from Longhorn Plumbing to install showers

The Board received proposals from plumbing companies to install showers. There were a couple of questions regarding the scope of work covered in the bid in Longhorn Plumbing. It was requested that clarification of the tasks be obtained and verification that the cost would remain the same.

Commissioner Rice moved and Commissioner Bacon seconded to accept Resolution 15-04 to contract with Longhorn Plumbing Services based on clarification of tasks and that estimates don't change.

Ayes: Everett, Bacon, Rice & Troeger  
Nays: None  
Absent: Rushing

Motion passed

Item #5      Consideration and acceptance of June and July 2015 Monthly Financial Statements

Commissioner Bacon reported that he reviewed the June and July 2015 monthly financial statements and found them to be acceptable.

Commissioner Bacon moved and Commissioner Rice seconded to accept the June and July 2015 monthly financial statements as presented.

Ayes:            Everett, Bacon, Rice & Troeger  
Nays:            None  
Absent:          Rushing

Motion passed

**ADJOURNMENT**

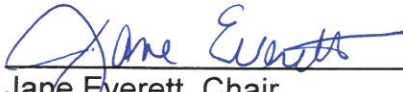
Commissioner Troeger moved and Commissioner Rice seconded that the meeting be adjourned.

Ayes:            Everett, Bacon, Rice & Troeger  
Nays:            None  
Absent:          Rushing


Motion passed. Meeting adjourned at 5:45 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY ON THE 24TH DAY OF SEPTEMBER 2015.

APPROVED:

  
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Jane Everett, Chair

ATTEST:

  
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Debra Wells,  
Executive Director